

AG Contract No.  
ADOT ECS File No. JPA 95-41  
ADOA File No.  
Project: Fleet Vehicle  
Maintenance Support  
Section: Statewide

**INTERAGENCY SERVICES AGREEMENT**  
BETWEEN  
THE DEPARTMENT OF TRANSPORTATION  
AND  
THE DEPARTMENT OF ADMINISTRATION

THIS AGREEMENT is entered into June 5, 1995,  
pursuant to Arizona Revised Statutes Section 35-148 between  
agencies of the State of Arizona, to wit; the DEPARTMENT OF  
TRANSPORTATION, acting by and through its Director (the "DOT")  
and the DEPARTMENT OF ADMINISTRATION, acting by and through its  
Director (the "DOA").

I. RECITALS

1. The DOT is empowered by Arizona Revised Statutes  
Section 28-108 to enter into this agreement and has delegated  
to the undersigned the authority to execute this agreement on  
behalf of the DOT.

2. The DOA is empowered by Arizona Revised Statutes  
Section 41-803 to enter into this agreement and has authorized  
the undersigned to execute this agreement on behalf of the DOA.

3. The DOA performs maintenance and repair of its fleet  
vehicles in a facility in the Capitol Mall area which no longer  
meets the requirements of the agency or the customer, and which  
needs extensive renovations. Moreover, the fueling facility at  
this site requires significant upgrading to comply with  
Environmental Protection Agency mandates.

4. The DOT performs similar maintenance and repair of its  
fleet vehicles approximately two miles from the DOA facility  
which has been identified as adequate but under utilized. The  
DOT fueling facility (also in the Capitol Mall area) complies  
with all existing standards, and additionally has a compressed  
natural gas facility installed.

5. This agreement is to establish procedures for DOT to  
provide fleet vehicle maintenance support to DOA; thereby  
reducing and eliminating duplication of effort; to more  
effectively utilize existing state assets, thereby reducing  
cost; and to increase the level of service to the state  
customer.

THEREFORE, in consideration of the mutual agreements expressed  
herein, it is agreed as follows:

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## II. SCOPE

### 1. The DOT will:

a. Provide primary service and repair to DOA and DOT vehicles on a statewide basis. Provide DOT employment to current DOA employees on or about 30 June 1995. Be responsible for cleanliness and routine minor maintenance of DOA and DOT repair facilities during the performance of this agreement.

b. Appoint key personnel to communicate and coordinate with DOA to ensure vehicle repairs and maintenance are performed where and when required to best meet the needs of the state customer. Provide administrative and employer responsibility for all employees involved in the performance of this agreement and the mission to support the state customer.

c. Obtain and administer any outside supplier service or material contracts as may be appropriate to the performance of this agreement.

d. Effective 1 January 1995, invoice the DOA for the cost of services based on the (DOA reported) actual vehicle mileage (excluding collision repairs, which will be invoiced separately) of assigned vehicles, at the rate of \$.0410 per mile; such price and terms may be renegotiated from time to time, but no more often than annually, as necessary to provide a fair and equitable interagency arrangement, only upon agreement of the parties hereto.

e. For minor services, as set forth in Attachment A, DOT will complete repairs and make vehicles available to the using state agency within 12 work hours.

f. Establish and implement quality performance measures in the performance of this agreement by benchmarking vehicle costs per mile and regularly conducting customer satisfaction surveys. Diligently pursue continuous improvement in all areas of the statewide vehicle maintenance program.

### 2. The DOA will:

a. Be responsible for capital expenditures in maintaining, repairing, modifying or upgrading DOA facilities.

b. Be responsible for recording and reporting vehicle actual mileage to DOT. Appoint key personnel necessary to communicate and coordinate with DOT to ensure vehicle repairs and maintenance are performed where and when required to best meet the needs of the state customer.

c. Retain ownership of DOA fleet vehicles, and budget to maintain a five (5) year vehicle replacement cycle policy for fleet vehicles.

d. Reimburse DOT within thirty (30) days after receipt of invoices.

### III. MISCELLANEOUS PROVISIONS

1. This agreement shall remain in force and effect until cancelled by either party, or other competent authority. Notice of cancellation by either party to the other shall be not less than 180 days written notice. This agreement may be amended by written letter addendum upon agreement of the parties hereto as issues develop during performance not contemplated or addressed by this agreement.

2. This agreement shall become effective upon execution by the parties hereto.

3. This agreement may be cancelled in accordance with Arizona Revised Statutes Section 38-511 as regards conflicts of interest on behalf of state employees.

4. The provisions of Arizona Revised Statutes Section 35-214 pertaining to audit are applicable to this contract.

5. In the event of any controversy which may arise out of this agreement, the parties hereto agree to abide by required arbitration as is set forth in Arizona Revised Statutes Section 12-1518.

6. All notices or demands upon any party to this agreement shall be in writing and shall be delivered in person or sent by mail addressed as follows:

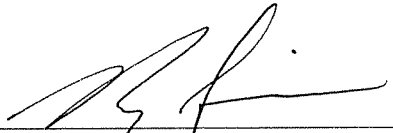
Arizona Department of Transportation  
Administrator, Equipment Services  
2225 South 22nd Avenue Mail Drop 071R  
Phoenix, AZ 85009-6997

Arizona Department of Administration  
Ass't Director, General Services Division  
1700 West Washington Street Room 600  
Phoenix, AZ 85007

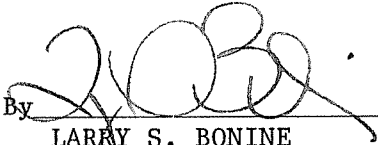
IN WITNESS WHEREOF, the parties have executed this agreement  
the day and year first above written.

**STATE OF ARIZONA**

**DEPARTMENT OF ADMINISTRATION**

By   
\_\_\_\_\_  
RUDY SERINO  
Director

**DEPARTMENT OF TRANSPORTATION**

By   
\_\_\_\_\_  
LARRY S. BONINE  
Director

# SERVICE REPAIR

TASK	REPAIR/93 CAVALIER	ADOA TIME				
00C*	AC Reclaim or Recharge	0.5				
02L	Front Brake Pad, Replace and Turn Rotors	0.7				
03B	Water Pump Replacement	1				
03I	Radiator, Heater Hoses	0.4				
03N	Fan Belt Replacement	0.3				
03T	Cooling Fan Motor Replacement	0.8				
05A	Alternator Replacement	0.6				
05C	Battery Replacement	0.2				
10D	Hoses/Steering Pump Replace	0.6				
12G	Engine Mounts	1				
14A	Tire Repair & Balance	0.3				
17A	In-House Towing	0.7				
17C	Service Call/Battery	0.6				
17D	Service Call/Tires	0.8				
P M-ADOA**	4 months/4,000 miles (1)	0.6				
P M-ADOA**	12 months/12,000 miles (2)	0.7				

Attachment A